

**MINUTES OF THE MEETEETSE CONSERVATION DISTRICT
REGULAR BOARD MEETING**

1:00 p.m., Monday, July 11th, 2016

Name: Meeteetse Conservation District

Type of Meeting: Regular

Place: District Office, 1906 State Street, Meeteetse

Presiding Officer(s): Tracy Renner

Supervisor(s) Present: Steve Jones (via phone), Tim Morrison, and Lionel Ostrander

District Clerk: Ginny Davis

District Manager: Steffen Cornell

Resource Specialist: Gary Mizer (absent)

Firewise Coordinator: Bernie Spanogle (absent)

NRCS District Conservationist: Rory Karhu (absent)

Guest(s): Kathy Gilbreath (pending member), Dicksie Michael, Acting DC

CALL TO ORDER by Tracy Renner at 1:20pm

Tim Morrison moved to approve the agenda and welcome Dicksie Michael, Acting DC. Lionel Ostrander seconded. Motion passed unanimously.

Tim Morrison moved to approve Meeteetse Conservation District FY17 Budget with expenditures of \$299,940. Lionel Ostrander seconded. Motion passed unanimously.

Tim Morrison moved that the staff consult with the Dept. of Audit regarding the FY17 Budget approved by the Board and determine why the Dept of Agriculture Form doesn't reflect the same numbers as the MCD's proforma. Lionel Ostrander seconded. Motion passed unanimously.

Tim Morrison moved that the minutes of May 9th be approved as written. Lionel Ostrander seconded. Motion passed unanimously.

Lionel Ostrander moved to approve the minutes of June 13. Tim Morrison seconded. Motion passed unanimously.

REPORTS

Treasurer's Report (Steve Jones via teleconference)

- **The board reviewed 5 unsealed bids for the Ford Escape. Tim Morrison moved to accept the high bid from Steffen C. Cornell in the amount of \$5,750. Lionel Ostrander seconded. Discussion: Lionel recommended that sealed bids not be opened until the board meeting. Motion passed unanimously.**
- **Tim Morrison moved to purchase the 2013 Ford F250 4x4 from Steffen C. Cornell, in the amount of \$17,000. Lionel Ostrander seconded. Motion passed unanimously.**
- **Steve Jones moved to place the Treasurer's report on file for audit, approve the reconciliations (Steve reviewed), and pay bills. Tim Morrison seconded. Motion passed unanimously.**

Balance Sheet Summary through July 11th, 2016 (as presented at the Board Meeting)

ASSETS			LIABILITIES & EQUITY		
	Current Assets			Liabilities	
	Checking/Savings			Current Liabilities	
	1000 · First Bank of Wyoming	378.88		Other Current Liabilities	
	1001 · Pinnacle Bank Chk - xx01	6,874.65		2100 · Payroll Tax Liability	0.0
	1004 · Firewise - Pinn Bank	22,355.36		2101 · Payroll Liabilities	1,936.84
	1050 · WGIF Local xx00	88,092.66		2120 · Employee Share Benefits	6,472.28
	1052 · WGIF Mixed xx65	6,448.41		Total Other Current Liabilities	8,436.12
	1060 · WGIF- SGPP xx76	8.90		Total Current Liabilities	8,436.12
	1061 · WGIF-Wyo-Ben xx52	3.44		Total Liabilities	8,436.12
	1910 · WGIF Dep Reserve xx73	61.66		Equity	

	1910.03 · BHFC D DepRes xx96	2,829.89			3000 · Opening Bal Equity	452,185.65
	1920 · WGIF NRM&P Reserve xx74	91.73			3900 · Retained Earnings	-210,072.89
	1920.03 · BHF CD- NRM&P Res xx88	28,450.48			Net Income	-34,630.42
	1930 · WGIF Emerg Res Mixed xx75	70.45			Total Equity	207,482.34
	1930.03 · BHFC D Emerg Res Mxd xx70	49,245.20			TOTAL LIABILITIES & EQUITY	215,918.46
	1931 · WGIF Emerg Res Local xx77	64.25				
	1931.02 · BHFC D Emerg Res Local Fnds xx38	10,928.75				
	1931.03 · BHFC D Emg Res Locl xx62	0.0				
	1990 · WGIF Startup Res xx72	13.75				
	Total Checking/Savings	215,918.46				
	Total Current Assets	215,918.46				
	TOTAL ASSETS	215,918.46				

Transaction Report as of July 11, 2016

	Type	Date	Num	Name	Memo	Paid Amount
Checking Accounts Activity						
1000 · First Bank of Wyoming						
	Deposit	06/15/2016		State Auditor's office Dept. of AG	WQ Funds to reimburse MCD for supplies & equipment	2,712.14
	Deposit	06/15/2016		Laramie County CD (customer)	WyRED Registration for Rex & Brandon Turnbull	400.00
	Deposit	06/15/2016		Dustin or Mae Smith	WyRED Registration for Mae Smith	175.00
	Deposit	06/27/2016		Ace Hardware - Cody	Refund on Deposit for Metal Detector Rental	20.00
	Deposit	06/27/2016		Washakie County CD	WyRED Registration for Elizabeth Martinez	200.00
	Deposit	06/27/2016		Crook County School District	WyRED Registrations for Sundance FFA Participants	1,200.00
	Deposit	06/30/2016		First National Bank	Interest - June 2016	0.15
	Check	06/30/2016	3236	Karen R Fenton	Paycheck - June, 2016 (Final)	-34.63
	Check	06/30/2016	3237	Joshua D Kipley	Paycheck - June, 2016	-476.09
	Check	06/30/2016	3238	Gary L Mizer	Paycheck - June, 2016	-2,677.96
	Check	06/30/2016	3239	Wilson Renner	Paycheck - June, 2016	-770.75
	Check	06/30/2016	3240	Karen Fenton	Reimbursement - June, 2016	-19.44
	Check	06/30/2016	3241	Gary Mizer	Reimbursement - June, 2016	-695.52
	Check	06/30/2016	3242	Wilson Renner	Reimbursement - June, 2016	-268.79
	General Journal	06/30/2016	je121	United States Treasury	941 Deposit - 2nd Qtr 2016 - Paid by EFTPS 7/12/16	-2,115.00
	Deposit	06/30/2016		Meeteetse Conservation District	Reimburse MCD for Bernard S Spanogle's June, 2016 Indirect Payroll Expenses	60.24
	Check	07/11/2016	3243	Park County Treasurer (Vendor)	CanAm Registration for 2016/2017	-197.20
	Check	07/11/2016	3244	Joshua Kipley	Reimbursement - June, 2016	-124.74
	Check	07/11/2016	3245	Wilson Renner	VOID: Reimbursement - June, 2016	0.00
	Check	07/11/2016	3246	Steffen Cornell	Reimbursement - June, 2016	-353.86
	Check	07/11/2016	3247	Wea Market	Meeteetse Conservation District Account	-125.81
	Check	07/11/2016	3248	Pinnacle Bank - VISA	Account Ending in 0533 - Stephen S Jones	-7.86
	Check	07/11/2016	3249	Pinnacle Bank - VISA	Account Ending in 5805 - Steffen C Cornell	-637.89
	Check	07/11/2016	3250	WY SRM	WyRED Registrations	-1,575.00
	Check	07/11/2016	3251	HWA	Invoice #5210	-2,371.00

	Check	07/11/2016	3252	CLS America	CIN1606USA00894	-1,080.73
	Transfer	07/11/2016		WGIF [customer]	Xfr funds from WGIF Mixed to First Bank to cover MCD's monthly expenses for June/July 2016	8,000.00
Total 1000 · First Bank of Wyoming						-764.74
1001 · Pinnacle Bank Chk - xx01						
	Check	06/15/2016	on-line	Pinnacle Bank - VISA	Account Ending in 2752 - Virginia L Davis	-235.91
	Check	06/30/2016	3179	Steffen C. Cornell	Paycheck - June, 2016	-2,803.52
	Check	06/30/2016	3180	Virginia L. Davis	Paycheck - June, 2016	-1,359.89
	Check	06/30/2016	3181	Bernard C. Spanogle	Paycheck - June, 2016	-133.00
	Check	07/11/2016	Auto	Town of Meeteetse	June, 2016 Utilities	-121.70
	Check	07/11/2016	Auto	TCT West Inc.	June 2016 Telephone & Internet	-229.07
	Check	07/11/2016	Auto	Black Hills Energy	June, 2016 Gas Utilities	-25.72
	Check	07/11/2016	Auto	Big Horn REA	June, 2016 Electric Utilities	-92.32
	Check	07/11/2016	3182	WRS	Agency # 564 June 2016 Contributions	-1,008.81
	Check	07/11/2016	3183	BCBS	08/01/2016-09/01/2016 Premium for SC & VD	-2,341.11
	Check	07/11/2016	3184	Orchard Trust	Plan # 93001-02 D 354	-150.00
	Check	07/11/2016	3185	Meeteetse Visitor Center	Invoices #505 & 622	-40.00
	Check	07/11/2016	3186	Extra Mile Landscapes	Yard Services for June, 2016	-120.00
	Check	07/11/2016	3187	Schatz Accounting Svcs	Invoice #2685	-67.50
	Check	07/11/2016	3188	Omega Yellow Computing	Refurbished Laptop	-400.00
	Check	07/11/2016	3189	WACD	2016/2017 Annual Dues	-6,443.37
	Transfer	07/11/2016		WGIF [customer]	Xfr funds from Pinnacle Bank into WGIF Startup Reserve	-60,000.00
	Transfer	07/11/2016		WGIF [customer]	xfr funds from WGIF Startup to Pinnacle Bank for Purchase of District Truck	17,000.00
	Check	07/11/2016	3190	Steffen C. Cornell	Purchase of Vehicle For Conservation District Use	-17,000.00
Total 1001 · Pinnacle Bank Chk - xx01						-75,571.92
1004 · Firewise - Pinn Bank						
	Check	06/30/2016	1070	Bernard C. Spanogle	Paycheck - June 2016	-335.38
	Check	06/30/2016	1072	MCD	Reimburse MCD for Bernard Spanogle's June 2016 Payroll Liabilities	-60.24
	Check	07/11/2016	1071	Bernie Spanogle	Reimbursement - June 2016	-50.76
	Check	07/11/2016	1073	Verizon Wireless	242040822-00001	-65.97
Total 1004 · Firewise - Pinn Bank						-512.35
Total Checking Accounts Activity						-76,849.01

Clerk's Report – Ginny Davis: Nothing to report.

Firewise Coordinator Report – Bernie Spanogle (unable to attend, report on file)

- Upgrade/new phone: Bernie to get back to board with phone info

NRCS Report – Dicksie Michael (Acting DC) (Rory on vacation, report on file)

RT Report – Wilson Renner (unavailable)

RS Report – Gary Mizer (unavailable)

DM Report – Steffen Cornell

- No funding from LWG, attempted to provide with more info, but didn't get any results. LWG is moving forward with putting out an LRP and we are eligible for that and approach the LWG from a different angle. Monies?? \$25,000-\$40,000
- Overtime vs. comp time for RT & RS: Steffen reported that Both Gary and he have been working more than 40 hrs /wk on a regular basis during the Sage grouse project. **Tracy Renner moved to authorize paid OT if absolutely necessary for time spent on the SGPP and for Steffen to manage it. Steve**

Jones seconded. Discussion: Steve reminded the Board that there is no budget for paying overtime, and that comp time is a wash. **Motion passed unanimously.**

- UTV/ATV – no action taken, the Board will discuss at a future meeting.

General – Nothing reported.

OLD BUSINESS - none

NEW BUSINESS

Review Calendars for July and August


Next Regular Board Meeting: **August 8th, 2016 at 1:00p.m.**

ADJOURN: Tim Morrison moved to adjourn. Lionel Ostrander seconded. Motion passed.

Adjourned at 3:06pm

Date: 08/08/2016

Authorized signatures:



George T. Renner

Timothy J. Morrison
